

TOWN OF WEBSTER
Office of Selectmen
945 Battle Street/Rte. 127
Webster, NH 03303

6:35 PM Selectmen's Meeting – August 20, 2012

Selectmen present: Chairman George Cummings, Selectman Bruce Johnson and Selectman Roy Fanjoy

Selectman Johnson formally thanked those members of the Old Home Day Committee for their hard work last Saturday and in particular Brenda Silver, Ashley Silver and the rest of the members of the Old Home Day Committee. He also extended thanks to the Food Pantry for hosting an Open House on Saturday by opening up the facility. He said that it was a "good day for all!"

Chairman Cummings added that on Sunday Roger Sanborn provided horse drawn "hay ride" tours of the Old Webster behind the Blackwater Dam, which was "neat!" He indicated that the horses really liked to trot and seemed to have a much fun as the participants.

The Board signed the following for Administrative Assistant Judith Jones:

- Selectman Johnson made a motion to accept the Selectmen's Minutes of August 6, 2012 as written; seconded by Selectman Fanjoy and approved.
- Selectman Fanjoy made a motion to accept the Non-Public Sealed Minutes of the Selectmen's Meeting of August 6, 2012 as written; seconded by Selectmen Johnson and approved.
- The MS 1 "Summary Inventory of Valuation" due September 1st was signed.
- Purchase Order #22 for the Town Hall to ADF Flooring, LLC for carpet for the Town Offices & moving of furniture in the amount of \$5,090.10. This was voted on August 6th to come from the Town Hall Capital Reserve.
- Purchase Order #23 for the Town Hall to Yestramski Electrical Services, Inc. for a major service on the generator in the amount of \$325.
- Purchase Order #24 for the Fire Department for materials to repair dry hydrants to E.J. Prescott, Inc. in the amount of \$2,103.50. Note: \$500 to come from the Operating Budget and \$1,603.50 to come for the Dry Hydrant Capital Reserve. This was for the repairs of two Dry Hydrants on Clothespin Bridge Road located along the Blackwater River near the residents of Dee Blake and the former Aime Roy. Chairman Cummings asked if rocks in the pipes were the problem, but was assured by Fire Chief Colin Colby and Road Agent Emmett Bean that it was mostly normal wear and tear and the flow of the river over the last 20-plus years that caused the damage. Mr. Bean further explained the materials used in the process of installation and how a dry hydrant works, further explaining the advantages of the new piping to fit all Fire Trucks universally. The Board thanked Mr. Bean for his donation of time, with the help of Russell Donoghue, to do this. Chief Colby said that they did most of the work. Selectman Fanjoy then made a motion to withdraw \$1,603.50 to come from the Dry Hydrant Capital Reserve established for this purpose in 2000; seconded by Selectman Johnson and approved.

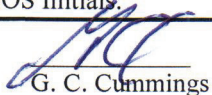
Selectman Johnson asked if the Board was going to discuss the process of moving items in preparation for the installation of the carpet on Friday. Mrs. Jones said that most of the smaller items had already been moved, leaving the computers, printers, boxes of paper and miscellaneous items still to be moved. Chairman Cummings noted that he would not be available until Thursday afternoon as he will be attending a work session regarding elections Wednesday evening until late. He noted that things left to be moved could be moved very early on Friday. Selectman Fanjoy will not be available on Friday. The Board will move the items back on Saturday.

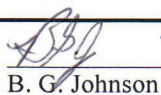
The Board signed the MS-4 "Revised Estimated Revenues" for 2012 for Financial Administrator Wendy Pinkham. She provided the Board with the latest revenue sheet. She explained some of the rationale used to come to the figures provided on the form. She reminded the Board that these revenues can be further revised during the Tax Rate Setting process in the fall. As Mrs. Pinkham has signed this form in the past, Selectman Fanjoy made a motion to authorize her to sign the MS-4; seconded by Selectman Johnson and approved.

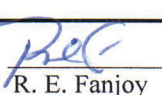
Police Chief Robert Dupuis advised the Board of the following:

- There have been 40 calls for service over the last two weeks: these included theft, criminal mischief, bad checks, child neglect, assisting other Departments, motor vehicle stops, in-custody arrests, etc. The Department has been very busy with paperwork during the last two weeks. Selectman Fanjoy asked for additional information regarding the thefts. Chief Dupuis advised that there was copper taken from a house on Little Hill Road further explaining how it happened as well as a theft from a car that were unsuccessful. When asked about the child neglect, he advised that he could not talk about that issue.

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- He received a price for the needed “dog houses” at the Public Safety Building from the company that built the complex, saying that he would not even consider it as it was too expensive. He has contacted the Cedar Mills Group on Deer Meadow Road for an estimate.
- Selectman Johnson inquired as to whether he had talked to Yestramski Electrical regarding the generator. Chief Dupuis advised that he had left a message with them. He talked to Mrs. Jones last week and got the contact information, but had not heard back from them. Selectman Johnson said that he had talked with them and was advised that there would be a discount because of the Town has two generators, saying that any company contacted should be asked about any available discount.

Fire Chief Colin Colby advised the Board of the following:

- There have been 93 calls to date that included medical calls, a mutual aid call to Warner for an RV fire, responded to by Mr. Bean as Chief Colby was on vacation. Mr. Bean described the incident, happening at 3:00 am resulting in the destruction of the RV.
- While on vacation, Mrs. Jones e-mailed Chief Colby regarding any permitting process used for the recent repairs of the dry hydrants on the Blackwater River, as she had received an inquiry from a resident. Chief Colby e-mailed back the information, which she forwarded on to the resident. Mrs. Jones explained to Chief Colby, who thought that the e-mail was a complaint; that the resident was only hoping to use some of the same language the Fire Department may have used for his own permit application to DES in order to get it approved, as the resident has had some difficulty getting an approval. Mr. Bean explained that he was told by former Deputy Fire Chief Adam Pouliot that nothing was needed for the repairs of these hydrants, saying that he had even gone a step beyond and talked to Peg Foss, who works with DES. Ms. Foss advised that the repairs were an emergency fix and that there was nothing that needed to be filed. However, Ms. Foss will e-mail Mrs. Pinkham the information needed to be returned when the project is completed. Chief Colby advised that under RSA 482:A-3 it states that no permit is required if repairing an existing hydrant. However, he noted that when ready to install a new dry hydrant, such as the one planned at some time to be behind the school, it will be necessary to go through the Environmental Engineering and permitting process.
- Chief Colby advised that the Fire Department is holding a raffle of a rifle, with the drawing planned for September 27th, to raise funds for the Firemen's Relieve Association. The money from this fund is used for members that have lost their job, have medical issues, etc. and need a “helping hand.” He requested that a Board member draw the “winning” ticket. After a bit of bantering about whether it would be a conflict if they bought a ticket, Selectman Fanjoy volunteered to do the drawing saying that any tickets he purchased would be in another family member's name.

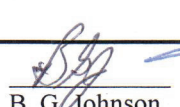
Road Agent Bean discussed the rotted tree on Bashan Hollow and Gerrish Road and was in hopes that PSNH, who contracts with Asplundt for the trimming and cutting of trees, would take it down. He had requested that the Board look at the tree. Mr. Bean had taken pictures, which were available for review. Chairman Cummings had been to the site and had an opportunity to talk to the local resident there, who had no issue with the removal of the tree, as it truly is a hazard. Mr. Bean discussed the road and the effects of the rain on this dirt road. After discussion, the final decision was for Mr. Bean to make contact with PSNH or Asplundt to give them the go ahead for the tree's removal. Selectman Johnson agreed with the solution. Mr. Bean thanked the Board for their assistance regarding this matter.

Treasurer Mary Smith advised that there was still money and that “she was still smiling.”

Jeff Earles, owner of Cross Country Appraisal, LLC, accompanied by employees Tim Northcott and Mandy Irving, met with the Board to discuss his company and its current status. He advised that, contrary to some sour anonymous letters that have circulated; his company is not going out of business. He spoke with Webster's DRA Representative Greg Heyn today and confirmed with Mr. Heyn that he had no concerns with Cross Country. Chairman Cummings noted that of course, the Board has to watch out for the Town and with an upcoming revaluation in 2013 it was a good thing that Mr. Earles came to meet with the Board tonight. Mr. Earles mentioned that Canterbury has hired one of his employees. Ms. Irving was asked to work part-time with Canterbury to help with Current Use issues and took the position, but remains an employee of Cross Country. Mr. Earles felt that with the slowdown many are experiencing, it was a win-win situation for all. Mrs. Jones inquired about the Sales Ratio due in December. DRA is changing the way in which the work is done. Mr. Heyn, during a telephone conversation with Mrs. Jones, had indicated that the towns could still use Real Data for this year if desired. Ms. Irving agreed that the Town could use either Real Data or the new system. Mrs. Jones advised that she has not started the work, but whichever way the Town decides, Mr. Earles said that Cross Country will work with the Town. Mrs. Jones also had some Land Use Change Taxes to be done, which Cross Country will do as well. She will provide them with the information necessary. Chairman Cummings questioned why DRA was lagging in the process of revising the MS-1 etc. Mr. Earles noted that it was probably due to the revised MS-1 form, the new Mosaic Maps, rules to be rewritten and a cut in staff as contributing factors. Mr.

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Earles reiterated what Mrs. Jones had discussed with the Board at the last meeting regarding the fact that Cross Country has done all the work necessary and been responsive to the needs of the Town.

7:19 pm Chairman Cummings called for a short recess while Mrs. Jones provided Cross Country with the necessary paperwork for the LUCT's.

7:26 pm Chairman Cummings reconvened the meeting. Robert Pearson was on the agenda but did not attend. If he was not in attendance he had asked Mrs. Jones to inquire as to how many Selectmen would be at the next two elections. The Board responded that there would be two during the day with the third Selectman arriving after school was out.

Marty Bender, member of the Energy Committee, advised that they met last Wednesday. The Committee requested to add two members to the Committee to which the Board had no objection. He will advise the Board of the recommended appointments so that they may be properly appointed and sworn in. Mr. Bender discussed the Resident Power application, as suggested earlier by Mrs. Pinkham. He explained that the electric bill is made up of two components, the delivery of the power and the product itself. The delivery is the utility provider for the location and in Webster's case it is Unitol or PSNH. When he spoke with Resident Power, they explained that they could not do anything about the delivery of the power, but could guarantee at least a 5% savings regarding the product. Mr. Bender called both utility companies to see if there was any adverse effect should the Town join and they advise that it would not affect the service or repairs if the power were to go out. He then called Resident Power and was advised that they needed 500 Unitol customers to put together a group and that they had around 400 currently, but expected to have the needed numbers in a month or so to form the group. He advised Resident Power he was representing the Energy Committee for Webster and they were very interested, saying that they may be able to do better for the Town than for individuals as the Town is a large user. Mrs. Pinkham advised that the Town actually has six accounts. Therefore, Mr. Bender requested that the Selectmen agree to put the Town on the list. Mrs. Pinkham advised that signing up is a year commitment at which time they will make contact to see if folks want to continue. Mr. Bender advised that Susan Olson is working for Resident Power. Warner is participating, but not through Resident Power, though Salisbury is not participating, though he is not sure why. Selectman Johnson had not found out why either, though he knew that the City of Franklin, City of Nashua, City of Concord, though he was not sure about Concord, have all joined Resident Power and perhaps the State itself. When asked by Jere Buckley, he was advised that this applies to PSNH customers as well and that they were already a group. Mrs. Pinkham joined herself saying she has NH Electric Coop. The forms are on line to be completed. Mrs. Pinkham advised that applicants should put Shared Services or SS in the field that ask how one heard about Resident Power. Selectman Johnson made a motion to sign the Town up with Resident Power based on the recommendation of the Energy Committee; seconded by Selectman Fanjoy and approved. Mrs. Pinkham will file the appropriate paperwork.

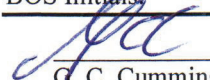
Mr. Bender advised that the Energy Committee was also looking into replacement furnace(s) for the Town Hall. There are currently two at the Hall and they are at least 20-plus years old. The Committee will meet in October. Mrs. Pinkham advised that the furnaces are on the Town Hall replacement schedule for 2013 and 2015, though that is not a certainty. Chief Dupuis advised that the Energy Committee is also looking into LED lights for the Public Safety Building and are getting an estimate. He thought that there might be a grant through Unitol, which Selectman Johnson volunteered to look in to. Selectman Fanjoy suggested that the Veteran's Memorial be considered for LED lighting. Chairman Cummings recommended fewer lights at the PSB as well. Mr. Bender advised that the School is not allowed to use fewer lights because of State requirements, though he did not know why.

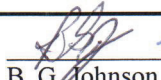
Mrs. Jones advised the Selectmen that Jaye Bowe's term on the Agricultural Committee will expire in 2013.

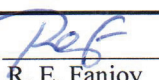
Two applications were received for the position of Life Safety Code Enforcement Officer. Selectman Johnson noted that the applications should be reviewed in a non-public session, to be held later this evening. Chairman Cummings said that it would seem to him that the Board should be looking at broadening the sorts of things that the inspector would be looking at during new construction, though the inspections would still not be up to BOCA code. He said that some of the items that have come up make sense, such as the drains and water flow from the well. He noted that the Town went from real minimal inspections prior to 2008 to a big change in January 2009 when Former Fire Chief Adam Pouliot started the Life Safety Code Inspections. Items were added, but he was uncertain whether any Board formally adopted or voted on the changes or whether they just happened. He said that Mrs. Jones could check on this, but both agreed that the inspection changes seemed to have just morph into what they are today. Chairman Cummings felt that they needed to be more formalized, saying that he became aware and more sensitive to the issues several years ago when he started fielding calls of concern regarding the new construction on Centennial Drive. He said that it seemed reasonable to include the new Code Enforcements Officer in the process, noting some of the additions made sense and would not be a terrible burden. The Board will review this further after the decision is made to fill the position.

Mrs. Jones was requested to put an invitation in the Grapevine for someone to volunteer, per request of Central NH Regional Planning

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Commission, as Webster's representative to serve on a Committee for the Comprehensive Economic Development Strategy. The first meeting is scheduled for September 12, 2012 at 5:30 pm at the CNHRPC Office at 28 Commercial Street in Concord. This will be discussed again at the next meeting.

Mrs. Pinkham had a response from Huckleberry Propane and Oil, LLC regarding the process of removing the propane from Rymes' Propane tanks necessary because of the switch from Rymes to Huckleberry. There are three-1,000 gallon tanks that are nearly full. Huckleberry indicated that it would be a lot of labor and time involved, but had no cost estimate in the letter. Huckleberry also indicating that they did not think that Rymes would leave their tanks on site long enough for a transfer as the new propane tanks are full and no propane could be transferred for quite some time. Chairman Cummings advised that he was willing to pay the lower price quoted by Rymes to reimburse the Town for the propane left in the tanks, but did not want to pay for the labor of pumping out the propane, noting however that there were not a lot of choices. Selectman Johnson agreed. There was discussion on the original contract with Rymes and the number of gallons used. It is realized that the actual gallons used would be far less than what the Town contracted for once the remaining propane was returned. Mr. Bean questioned why the Energy Committee established to oversee the Town's energy needs about two years ago were not involved in the process of the purchase of propane. Chairman Cummings asked if he had any ideas. Mr. Bean did not, but noted that what was thought to be a savings will actually end up being spent in the long run. Chairman Cummings said that he was hopeful that the Town would come out ahead, though he agreed it did not seem so at the moment. Mrs. Pinkham was asked to contact Rymes to see if they would agree with the Board's decision to have Rymes reimburse the Town at the lower price stated in Rymes' letter without including labor costs. Chairman Cummings indicated that the Town could wait to see how long the tanks were left and perhaps transfer the propane to the new tanks. Selectman Fanjoy suggested connecting the old tanks back until they were empty. Mr. Bean said that the tanks at the Public Safety Building were no longer underground and indicated that it would not be an option for those tanks. It was agreed that those tanks would have to be pumped out. Chairman Cummings asked Mr. Bean about the transfer process. Mr. Bean explained how it worked saying that it was very time consuming, saying that difficulties can be encountered.

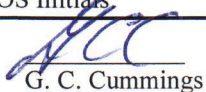
The Board reviewed the request for a new computer for the Secretary, with her computer to replace the counter computer, as recommended by the IT folks. The staff is not bothered by any issues at the counter, though Mrs. Pinkham advised that the problem was with the hard drive when the IT folks check in remotely. Selectman Fanjoy recommended using the Lap Top that belongs to the Town, currently held in evidence and expected to be returned sometime to the Town. Chief Dupuis advised that during the last conversation with those in charge of returning the computer, he advised them that the Board was going to write a letter. As Chief Dupuis said that he will be meeting with them tomorrow; Chairman Cummings said that he will write a letter for him to take. Mrs. Jones advised that there was money in the Office Equipment Capital Reserve if necessary to purchase a computer as it is not in the budget. It was decided to get a price for a new computer and review the issue later. Mrs. Jones was in hopes that the Secretary would get a new computer to resolve some issues between the software of the old to the new. The Board recommended a converter, explaining how it would work, which would solve this type of issue. Mrs. Pinkham advised that if the counter computer goes down, there would be only one computer with the Auto Cad for the maps, though there are two licenses. This could be installed on another computer if the counter computer were out.

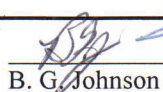
Mrs. Jones was to look into the expenditure of any of the Common Trust Funds in the Cemetery Capital Reserve. RSA 289:9 "Use of Trust Funds" states that the money in the Capital Reserve funds "....may apply the income of the trust to the improvement,.....". Therefore, until Legislature changes the Statue, none of the principal may be spent. It was agreed that this change would be a good idea, with Chairman Cummings offering to look into feasibility of having changes made through Legislation. It made sense to him to have any expenditure of the principal amount approved by a vote of Town Meeting, but not have it restricted to use of the interest only.

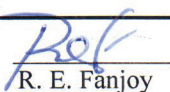
Town Clerk Michele St. Jacques inquired about the appointment sheet she had in her file for Harold Blanchette as a member of the Highway Building Committee noting that he has since moved and was never sworn in. Mr. Bean, as a member of this Committee, said that they have not met recently, but that he has talked on the phone with Member David Klumb. He recommended Jamie Fortune to replace Mr. Blanchette, saying that the Committee plans to meet in September, though no date has been set. Chairman Cummings is interested in continuing with the Committee and asked to be kept informed of any meeting. The Board will take Mr. Fortune's recommendation under advisement. Selectman Johnson inquired whether the Committee should be expanded. Chairman Cummings said he thought it should be kept around four members so as to get things done.

The Public Hearing for the Selectmen to adopt the 2012 Hazard Mitigation Plan is set for September 4, 2012 at 6:00 pm. Stephanie Alexander, of CNHRPC, recommended using the same format on the agenda that was outlined for the Informational Hearing held earlier this year. Chairman Cummings did the introduction and conclusion, with Selectman Fanjoy having some input, and Hazard Mitigation Plan Committee Member John Clark explaining the majority of the purpose and implementation of the Plan. Mrs. Jones

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will contact Mr. Clark to see if he is available to do so. After adoption of the plan copies will be made to be distributed. It was recommended by Ms. Alexander to print five copies, with copies to be available on a CD. The printed copies could be in black and white, with Mrs. Jones recommending that the maps be done in color to make them more useful.

After discussion, the Board agreed to allow ADF, the company installing the carpet at the Town Hall, to place an advertising sign in the driveway over the weekend with the understanding that they will pick it up on Monday.

Chairman Cummings, after a discussion with Faith Anderson, recommended a second refrigerator be purchased for the Kitchen to be used during suppers and for other occasional uses. This does not need to be new or large and may possibly be donated. It was recommended to check Craig's List. Other possibilities for purchase were discussed as well as the State Surplus, which Selectman Johnson offered to look into that resource as he planned to e-mail them anyway.

Selectman Johnson read an e-mail from Heidi Pelchat regarding the net at the Soccer Field. Due to the cost of the original net proposed, she requested an alternative solution for this year. This will keep the soccer balls from rolling out into the brush and poison ivy. The Board agreed to the alternative proposal, with Selectman Johnson volunteering to contact her about the decision.

Selectman Johnson advised that at the last Planning Board Meeting, a resident on Pleasant Street requested to subdivide a 10-acre parcel into two lots without the required frontage. The Planning Board referred them to the Zoning Board of Adjustment for a Variance. He wanted the Board to know about this as this lot abuts Town owned property.

Selectman Fanjoy inquired about any action taken regarding the timber cut on a lot on Kimball Lane. He was advised that the State DRA Timber Division and a representative from Shoreline Protection had both reviewed the property and reported no violation regarding the cut. Mrs. Pinkham advised that one can cut timber that is within striking distance of a home without filing an Intent to Cut. However there was an issue with the possibility that timber was cut on the abutting lot, but that is a civil issue between the landowners and would have no effect on the Town.

Mrs. Pinkham will be at a seminar for the ADS accounting software on Thursday at the Grappone Center in Concord. This will be an informational class and she will report back to the Board.

Chairman Cummings opened up discussion to the public. There were no comments.

8:32 pm Chairman Cummings made a motion to go into a non-public session pursuant to RSA 91-A:3 II (a) regarding personnel issues; seconded by Selectman Johnson. There will be two separate sessions with the first session to review the applications for the Life Safety Code Enforcement Officer and the second for personnel matters as well. Roll call: Chairman – yes; Selectman Johnson – yes and Selectman Fanjoy – yes. Mrs. Jones was requested to attend the first session to take minutes, but will not attend the second session.

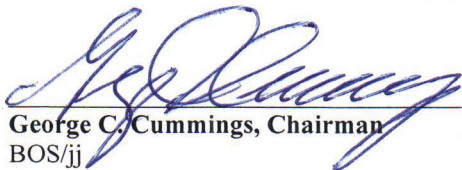
9:09 pm Chairman Cummings reconvened the meeting. He advised that the Board discussed personnel matters and voted unanimously to seal the minutes for the time being.

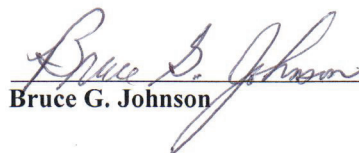
Tom Smith had called the office to request a 30-day extension to utilize a travel trailer on his property on Bashan Hollow Road as he is using the trailer to live in while renovating the existing home. As there are no clear ordinances to prohibit this action, though the Zoning Ordinance does limit the time to 90 consecutive days in a calendar year, the Board had no issue with the request and granted Mr. Smith the extension to utilize the travel trailer for 30 days while he continues his renovations on his home.

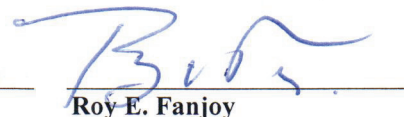
9:12 pm Selectman Fanjoy made a motion to go into non-public session pursuant to RSA 91-A:3 II (a) to discuss personnel issues; seconded by Selectman Johnson and approved. Roll call: Chairman Cummings – yes; Selectman Johnson – yes and Selectman Fanjoy – yes. Mrs. Jones was excused to go home.

9:56 pm Chairman Cummings reconvened the meeting. He advised that the Board discussed personnel issues and voted unanimously to seal the minutes.

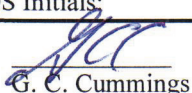
Immediately following, Selectman Fanjoy made a motion to adjourn; seconded by Selectman Johnson and approved.

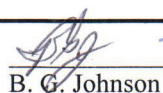

George C. Cummings, Chairman
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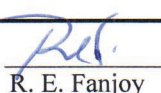

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